![CUNY logo — THE GREATEST URBAN UNIVERSITY IN THE WORLD]

The City University of New York
Federal Work Study Job Description Form
CENTRAL OFFICE

Department Name	Telephone No.:
Communications & Marketing	347-578-0010
Department Address	**Location Address:**
205 East 42nd street, 7th Floor	205 East 42nd street, 7th Floor
Date Submitted	**Location Supervisor:**
9/11/20	Alberto Arias
Additional Location Supervisor's Name and Email	**Location Supervisor Email**
Alberto Arias, alberto.arias@cuny.edu	Alberto.Arias@cuny.edu

**Submit separate forms for each job description

CHECK ONLY ONE: Employment is for

Summer 2020 Only ☐   **Academic Year 2020-2021 Only** ✔   **Summer 2020 & Academic Year 2020-2021** ☐

Job Title: __Digital & Multimedia Intern__

Number of Positions Available: ____1____

Job Description: (Please attach job description if necessary):

The Digital & Multimedia Intern will support CUNY's Communications & Marketing Office through a variety of exciting projects and initiatives. They will bring their creative skills and innovative approach to helping CUNY tell the stories of our community visually, either through photography, videography, animation, or illustration. The Digital & Multimedia Intern will work collaboratively with other multimedia staff to develop new student-facing content for digital and social media use. Please include a portfolio, website, and/or instagram handle with your application.

Please indicate if any special skills are necessary for this position:

One or more multimedia skills including photography, videography, animation, illustration, graphic design

Hours of Work Available per week (no more than 20 hours per week):

20

Work is available during the following days and hours:

Monday - Friday 9:00 AM - 7:00 PM

Print Supervisor Name
Alberto Arias

Supervisor Signature
[signature]

Date
9/11/20

Central Office Use Only

CunyFirst Job Codes: 999 811

CunyFirst Agency/Vendor Codes: 0000000

Pay Rate: $15.00

**All positions begin on or after the first day of classes. All positions terminate on the last day of finals. The FWS coordinator will provide you with the applicable dates.